

Working Healthy KEESM 2664

Communication

ES-3160 & ES-3161

The ES-3160 form is a Referral/Initial Eligibility/Assessment/Service Information form for HCBS and Working Healthy programs. The ES-3161 form is for changes and updates for the Working Healthy and HCBS programs.

Benefits Specialists

Working Healthy is a unique program with specific goals of enabling a disabled person to return to work and continue to work toward complete self sufficiency. Consumers thinking about increasing their earning potential have to understand that this can result in loss of other benefits they may be receiving. This is why the role of a Benefits Specialist was created. They are trained in federal, state, and local programs and their main role is to provide assistance and planning as consumers weigh the benefit of increased income to the loss of other benefits or the potential of premium payments.

When a person expresses interest in Working Healthy coverage, it is recommended that the EES worker utilize the Benefits Specialist by referring the consumer. The ES-3160 is designed for this purpose.

EES workers will also communicate with Benefits Specialists on Working Healthy consumers by adding the area Benefits Specialists' name and address to the ADAD screen on KAECSSES so that they can receive duplicate notices of everything sent to the consumer. This is not a breach of confidentiality as Benefits Specialists are SRS employees assigned to a geographic area. **For WORK cases, please add Nancy Scott to the ADAD screen on KAECSSES!**

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ADAD                                ADDRESS ADDENDUM                    122908 15:06
                                         REG COORD K
CASE NAME: TIME, FATHER              CASE NUMBER: 00090100
TELEPHONE: 785 555555              TELEPHONE #2:

NAME      : SPECIALIST              BENEFIT
MAILING   : ADDRESS OF SRS OFFICE   CITY                KS    ZIPCODE
ADDRESS:  SRS SERVICE CENTER
NAME      : SCOTT                   NANCY
MAILING   : LSOB, 900 SW JACKSON    TOPEKA              KS    66612
ADDRESS:  STE 900 (WORKING HEALTHY)
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Benefits Specialist Team Leader - Nancy Scott

This is a position in KHPA (Kansas Health Policy Authority) that manages all the area Benefits Specialists, as well as maintains the day to day Working Healthy program. This position also manages outreach for the Work Incentive programs which includes the WH program. **Nancy Scott must be added to the KAECSSES ADAD screen so she is notified of changes for WORK cases.**

Collections

KHPA has contracted with HP (Hewlett Packard) to provide WH premium management functions. HP will collect and track all WH premiums. They will be responsible for sending out statement and answering questions from beneficiaries. Eligibility workers will receive an alert at the 1st of the month when a consumer meets the delinquency threshold. The worker will also check the Premium Billing system to verify delinquency status.

HCBS Case Managers

A consumer will have to make a choice between HCBS services and Working Healthy. These consumers need to be adequately informed of the options available to them under each program to make an educated decision. It is more important than ever that a consumer receives their options with the implementation of WORK in July 2007.

Consumers who are receiving HCBS services, may meet criteria for Working Healthy program. These consumers should be informed of the Working Healthy program so that they can decide whether to remain on HCBS or convert to Working Healthy coverage. A referral should be made using the 3160 or 3161 to both the HCBS case manager and Benefits Specialist.

There will also be occasions where an EES worker will receive an application that isn't clearly for HCBS or Working Healthy, but it appears the consumer meets general eligibility criteria for either program. The EES worker will have to refer the consumer to both an HCBS case manager as well as the area Benefits Specialist using the 3160 form.

Note: Action to process an application where a referral was made for both HCBS & WH or action to change a consumer from one program to another should not be taken until information is received from the other parties. A case may be processed under independent living methodologies if timely processing is an issue.

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